

**MINUTES**  
**GREEN BAY ECONOMIC DEVELOPMENT AUTHORITY**  
**Wednesday, November 9, 2016**  
**5:00 PM**

**MEMBERS PRESENT:** Chair Gary Sikich, Ald. Tom De Wane, Phil Hilgenberg, Pam Parish

**MEMBERS EXCUSED:** Mike Vogel, Mike Borlee, Eric Genrich

**OTHERS PRESENT:** Wendy Townsend, Kevin Vonck, Economic Development Department

**1. Roll call.**

The meeting was called to order at 5:00 p.m. by Chair, G. Sikich. Roll call was taken as noted above.

**2. Approval of agenda.**

A motion was made by Ald. De Wane to approve the agenda and seconded by P. Hilgenberg. Motion carried.

**3. Approval of the minutes for the October 12, 2016 meeting.**

A motion was made by Ald. De Wane to approve the minutes of the October 12, 2016 EDA meeting and was seconded by P. Parish. Motion carried.

**NEW BUSINESS**

**4. Consideration with possible action on sale of Erie Rd. properties (Tax Parcels 21-171-2 and 21-171-4)**

K. Vonck stated ED had been working with a client since January 2015. The client informed the City that they would be terminating their Offer and Option due to not being able to negotiate an agreement with one of their tenants who would be using the space. Staff has been remarketing the property to a number of interested parties.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

The Closed session notice was read and a motion was made and seconded to convene in closed session. Motion carried. Roll call was taken – present are Chair Gary Sikich, Ald. Tom De Wane, Pam Parish, Phil Hilgenberg.

A motion was made and seconded to return to open session. Motion carried. Roll call was taken – present are Chair Gary Sikich, Ald. Tom De Wane, Pam Parish, Phil Hilgenberg.

A motion was made by G. Sikich and seconded by Ald. Tom De Wane to continue negotiations with interested parties on purchases of the Erie Rd. properties (Tax Parcels 21-171-2 and 21-171-4) Motion carried.

**5. Consideration with possible action on Planning Option with RootWI, LLC for Parcels 9-47 (907 Main St) and 9-45 (913 Main St)**

W. Townsend stated The Developer, RootWI, LLC currently has a Planning Option for the property located at the 900 block of Cedar Street and 901, 907 and 913 Main Street (Parcels 9-48, 9-47 and 9-46). The City owns 907 and 913 Main (Parcels 9-47 and 9-46), while the Redevelopment Authority owns the other two parcels. The extension of the Planning Option will allow the developer time to complete additional due diligence necessary to determine the physical and financial feasibility of constructing a multiple story mixed-use development including event/meeting space, retail and commercial uses.

A motion was made by Ald. De Wane and seconded by P. Hilgenberg to approve a six (6)-month extension of Planning Option with RootWI, LLC for 907 and 913 Main Street (Parcels 9-47 and 9-46), subject to minor legal and technical changes. Motion carried.

**6. Consideration with possible action on establishing a Brownfield Advisory Committee**

In order to meet the requirements of the US Environmental Protection Agency (EPA) Brownfields Community Wide Site Assessment Grant (SAG), the City needs to establish a Brownfield Advisory Committee (BAC). Staff recommends the EDA designate itself to serve in this capacity. A report will be added to each monthly meeting along with updates on the projects and progress made with this grant. There will also be an opportunity for public comment from citizens and stakeholders.

A motion was made by Phil Hilgenberg and seconded by Ald. De Wane to designate the Economic Development Authority (EDA) as the Brownfield Advisory Committee to satisfy the requirements of the EPA Brownfields Community Wide Site Assessment Grant. Motion carried.

## **INFORMATIONAL ITEMS**

### **7. Development Director's update**

- Julia Upfal left the City for a great job opportunity back home in Ann Arbor, MI and ED will fill the vacant position along with filling positions to focus on real estate and GIS and design to help market properties.
- The ED staff attended many conferences and workshops in October such as Lunch Wisconsin, UW Real Estate Conference, Manufacturing First and NWTC's Small Business Success Summit.
- Small Business Saturday is Saturday, November 26. Shop Green Bay First is presented by the City of Green Bay and Sponsored by Fox Cities Credit Union, Downtown District, Military Avenue and On Broadway.

Motion to adjourn made by P. Parish and seconded by P. Hilgenberg. Motion carried.